

STAFF REPORTS

CITY COUNCIL
April 23, 2002

To: Mayor and City Council
From: George J. Rodericks, City Manager

SUBJECT: LANDSCAPE MAINTENANCE SERVICES AGREEMENT

BACKGROUND

As the Council is aware, in August 2001, the City Council accepted a proposal from Park Landscape Maintenance for landscape maintenance of various City owned planting beds, turf areas, medians, and trees. The service was provided on a month-to-month basis at the rate of \$3,100.00 per month.

FINDINGS

For the last several months, Park Landscape Maintenance has failed to perform to the minimum standards addressed in the proposal accepted by the City in August 2001. Staff has had to conduct follow-up work and routinely attempted to contact Park Landscape for failure to perform. After months of attempting to remedy the problem areas, on March 8, 2002, the City issued a Termination of Service notice to Park Landscape Maintenance terminating service effective April 30, 2002.

Staff reviewed a competing proposal from Tropical Plaza Nursery and found it to be compliant with the City's needs for landscape maintenance services. Tropical Plaza Nursery has agreed to complete the current fiscal year at the same contract rate as Park Landscape Maintenance, \$3,100.00 per month. In fiscal year 2002/2003, Tropical Plaza Nursery proposes an adjustment of 3% for consumer price index for a monthly cost of \$3,193.00.

With Park Landscape Maintenance, the City did not enter into a written services agreement. For any future contract, staff recommends a full Landscape Maintenance Services Agreement with proper indemnification, termination, and insurance requirements. Attached is a Landscape Maintenance Services Agreement together with a proposal from Tropical Plaza Nursery to fulfill the requirements. The City Attorney has reviewed and approved the proposed agreement

FISCAL IMPACT

No impact in fiscal year 2001/2002.

RECOMMENDATION

It is recommended that the City Council of the City of Villa Park accept the proposal for Landscape Maintenance Services from Tropical Plaza Nursery; approve the Landscape Maintenance Services Agreement; and authorize the City Manager to execute the Agreement on behalf of the City.